

<b>Non-Residential/Multi-Family</b> <b>Building Permit Application</b> <b>City of New Plymouth</b> 301 N. Plymouth Ave. New Plymouth, ID 83655 phone 278-5338 fax 278-5330 Danny Little, Building Official	<b>DESCRIBE USE OF BUILDING</b> CHANGE IN USE/OCCUPANT (circle one) _____ NEW BUILDING/REMODEL (circle one) _____ PERMIT APPLICATION NUMBER _____
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(circle one)	TYPE OF PERMIT / USE REQUESTED
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New Construction	Demolition	Remodel	Non-Residential, describe: _____
Addition	Repair	Misc.	

**PROJECT INFORMATION**

Project/Business Name: \_\_\_\_\_ Value of Work: \$ \_\_\_\_\_

Project Address (will be assigned for all new construction): \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

<b>Owner</b>	<b>For Office Use Only</b>
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Name:	See attached checklist for more detailed requirements  Occupancy Group(s) _____ Construction Type _____ Total Building Area Allowed _____ Actual New Building Area _____ Existing Building Area _____ Number of Stories _____ Building Height _____ Zone Designation _____ Fire Sprinklers _____		
Address:			
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20%;">Phone:</td> <td style="width:20%;">Fax:</td> <td style="width:60%;">Mobile:</td> </tr> </table>			
Phone:	Fax:	Mobile:	

<b>Applicant</b>			
Name:			
Address:			
Phone:	Fax:	Mobile:	

<b>Contractor</b>			
Name:			
Address:			
Phone:	Fax:	Mobile:	

<b>Architect</b>				<b>Declaration</b>  I hereby certify that I have read and examined the attached checklist. All provisions of laws and ordinances governing this work will be complied with, whether specified or not.  Name (Please Print): _____ Signature: _____ Date: _____
Name:				
Address:				
Phone:	Fax:	Mobile:		
<b>Engineer</b>				
Name:				
Address:				
Phone:	Fax:	Mobile:		

	<b>Notice</b>
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20%;">Phone:</td> <td style="width:20%;">Fax:</td> <td style="width:60%;">Mobile:</td> </tr> </table>	Phone:	Fax:	Mobile:	All permits expire <b>180 days</b> from the date of their issuance or the date of the last inspection.
Phone:	Fax:	Mobile:		

Department Approval & Fee Worksheet/Receipt

Permit Application Number \_\_\_\_\_

Building Address \_\_\_\_\_

Owner or Applicant \_\_\_\_\_ Phone # \_\_\_\_\_

Utility Connection Fees:

Water Service Connection \_\_\_\_\_

Sewer Service Connection \_\_\_\_\_

Right of Way Permit \_\_\_\_\_

Total Utility Connection Fees: \_\_\_\_\_

Building Department Fees:

Building Permit \_\_\_\_\_

Manufactured/Mobile Home \_\_\_\_\_

Building Plan Review \_\_\_\_\_

Fire Plan Review \_\_\_\_\_

Fire Alarm Plans & Insp. \_\_\_\_\_

Fire Sprinkler Plans & Insp. \_\_\_\_\_

Hood & Duct Fire Supr. Insp. \_\_\_\_\_

Flammable & Combustible \_\_\_\_\_

Liquids Storage Tank Removals  
and Installations \_\_\_\_\_

Total Building Department Fees: \_\_\_\_\_

Total Fees: \_\_\_\_\_ Ck# \_\_\_\_\_ or Cash

Department Approvals: I have reviewed the plans and specifications applicable to my department and authorize the issuance of a building permit. I have attached any conditions not addressed on the Application form.

Planning & Zoning, Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_

Public Works, Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_

Building, Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_

## NON-RESIDENTIAL/MULTI-FAMILY PLAN REVIEW CHECKLIST

Notice to all applicants: This checklist is designed to provide the basic information needed to allow the various agencies within the City to complete a plan review of the proposed project. The basic requirements outlined below may not be all inclusive.

### General Requirements for all plan submittals (Three complete sets prepared by a licensed architect)

- Code Analysis - Required information is detailed on the front page of this form.
- ComCheck Energy Analysis - Prepared by an Idaho licensed architect or engineer
- Site Plan (Licensed engineer required) - Including:
  - Scale and format to be standard scale at between 1:10 to 1:60 scale;
  - Sheet sizes shall not be less than 8 ½ inches by 11 inches nor greater than 24 inches by 36 inches;
  - Legal description and/or record of survey for the property and a vicinity map;
  - Right-of-way details including access, easements, utilities, drainage, wastewater, right of way to be dedicated;
  - Right-of-way improvements, both existing and proposed;
  - Fire department access (access must be 20 feet wide with a 70,000 pound load capacity and reach within 150 feet of all portions of the exterior walls of the building(s));
  - Fire hydrants and fire line location must be shown on the site plan;
  - Any areas used for the storage or use of materials regulated by the IFC
  - Storm drainage - On site retainage structure design and calculations by a P.E.;
  - Utility services - Number of water services including size and location; sewer location and proposed connection to the main; irrigation service size and location (Note: Areas not served by pressurized irrigation require a separate meter); grease interceptor (including a detailed design) for all food service occupancies;
  - Landscaping - Including all types and locations of landscape areas with topography showing berms, trees, fencing, retaining walls, waterways, trash enclosures/mechanical equipment areas with method of screening, loading docks, storage areas, pedestrian ways, exterior lighting fixtures, irrigation methods and proposed building pads;
  - Location of new and existing structures with full dimensioned measurements to property lines and other structures;
  - Parking lot design - Including fully dimensioned space and isle layout and detailed handicapped parking spaces.
- Foundation Plan - Including all required structural steel reinforcing and special inspection criteria.
- Floor Plan - Including all exit schemes, exterior wall openings, door swings, use designations, exit signage, location of fire extinguishers, high pile storage areas.
- Elevations - North, South, East, West
- Building Section and Details - Section of walls, fire rated assemblies, stairways and floor/ceiling assemblies
- Conservation Elements - Insulation R-values, glazing U-Factors, glazing solar heat gain coefficient (SHGC) value, rough opening sizes, air sealing notes
- Electrical Plans - Exit signage, switching diagrams, lighting schedule with fixture, bulb and ballast type, number of bulbs per fixture, and fixture wattage; exterior lighting bulb and ballast type, and type of control
- Mechanical Plans - Equipment schedule listing the make and model of the equipment and other information pertinent to compliance with IECC; duct insulation R-values, mechanical system control schematic.
- Service Water Heating System - Piping R-values, circulation loop system controls, heat trap requirements.
- Waste Water Data Disclosure Form - Required prior to permit issuance for all new construction.

### ADDITIONS

- Code Analysis - Required information is detailed on the front of this form.
- ComCheck Energy Analysis - Prepared by an Idaho license architect or engineer
- Site Plan - Building location (existing and proposed), distances to property lines and other structures, site drainage including storage retention structures and calculations (if parking is expanded), landscaping (if required by land use regulations), parking - including all required handicapped designated spaces, sign locations, grease interceptors.
- Foundation Plan - Including all required structural steel reinforcing.
- Floor Plan - Including all exit schemes, exterior wall opening, door swings, use designations, exit signage.
- Elevations - North, South, East, West
- Building Sections and Details - Sections of walls, fire rated assemblies, stairways, and floor/ceiling assemblies
- Waste Water Date Disclosure Form - Required only when the addition is adding waste water loading.

### REMODELS

- Site Plan (Change of use only) - Building location, landscaping, parking.
- Code Analysis - Required information is detailed on the front of this form.
- Floor Plan - Including all exit schemes, exterior wall openings, door swings, use designations, exit signage.

